

**Summary of the
Environmental Laboratory Advisory Board Meeting
December 10, 1998**

The Environmental Laboratory Advisory (ELAB) met on Thursday, December 10, 1998, at 2:00 p.m. Eastern Standard Time (EST) in Room 911, East Tower, 401 M Street, SW, Washington, DC and by teleconference. The meeting was led by co-chairs Dr. Wilson Hershey and Ms. Ramona Trovato using the agenda that had been distributed to board members. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The meeting agenda is included in Attachment C.

INTRODUCTION

Dr. Hershey opened the meeting by introducing Ms. Betsy Dutrow, the Designated Federal Officer (DFO). Ms Dutrow reviewed the rules of the meeting of this Board under the Federal Advisory Committee Act (FACA) and her role as DFO and introduced the meeting participants.

SMALL LABORATORY WORKGROUP REPORT

Dr. Hershey noted that he received a draft copy of the Small Laboratory workgroup's report from its chair, Dr. Evelyn Torres. He noted that although NELAC committees have worked extensively on this issue, comments continue to be expressed. He summarized comments received as concerns that:

1. NELAC standards require excessive documentation,
2. NELAC standards impose increased financial burden,
3. Large laboratories are benefitted at the expense of small laboratories, and,
4. Small laboratories have more stringent requirements than larger ones (e.g. every analyst runs proficiency evaluation samples in a small lab while only some analysts run them in larger labs).

It was agreed that issues have been raised that effect both small and large laboratories. It was agreed to ask this workgroup to tabulate issues by NELAC chapter and address them in a final report by 12/25/98. Dr. Hershey also agreed to send the report on small laboratory issues to relevant NELAC Committee Chairs and to ask them to consider the information at NELAC IVi. Dr. Hershey agreed to work with Dr. Torres, and to include this item on ELAB's agenda for January 14, 1999.

PERFORMANCE BASED MEASUREMENT SYSTEMS WORKGROUP REPORT

Mr. Jerry Parr, chair of this workgroup, reviewed the workgroup's report which had been distributed to board members. He summarized the process and discussions of the workgroup in arriving at the content of the current report. Following discussion of the report by board members and other participants, Mr. Parr asked for additional comments so that the workgroup could consider them. It was suggested that a meeting with EPA management could be arranged in which Dr. Hershey and Mr. Parr could discuss the findings of the workgroup. It was suggested that EPA should be encouraged to establish a database of current method performance specifications as a basis for future PBMS developments. In support of this recommendation, Mr. Parr noted that of 650 EPA methods reviewed, only 28% of the methods had any statement of precision and accuracy included in them. Dr. Hershey asked that the workgroup prepare to present the final version of their report for the next meeting of ELAB.

FIELD MEASUREMENT ISSUES

Dr. Barton Simmons, chair of the NELAC Field Measurements *ad hoc* committee, reviewed the status of his committee's efforts. He noted that the issues of

1. field measurements, and
2. field sampling

have been separated to simplify his committee's discussions, although both are important components in the general issue of environmental data quality. It was noted that field measurements is a logical extension of NELAC's initial focus on laboratory measurements. It was also noted that sampling, although a critical component of data quality, involves new issues and new groups of stakeholders, and probably is too difficult to address during NELAC's initial implementation phase. The possibility of "self-certification" was discussed as an optional approach and that EPA/OAR should be consulted on the acceptability of self-certification. It was agreed that work on the field measurements issues should be pursued for NELAC considerations. ELAB recommended that work should forge on for field measurement standards. It was agreed that field sampling should be approached to determine the needs of stakeholders for standard-setting. ELAB recommended that Dr. Simmons compile the variability associated with field sampling, collect field sampling protocols, review ISO guides for approaches, consult stakeholders, and re-visit the needs of EPA/OAR on the matter of field sampling.

EPA/DOT REGULATORY ISSUE

Mr. Parr and Dr. Hershey noted that their communications with the Department of Transportation and EPA regarding the designation of samples with $\text{pH} < 2$ as hazardous had brought no resolution. Based on information they have received, the current requirement stems from air shipment of materials. Evidently, DOT rules reflect DOT's consideration that shipments with $\text{pH} < 2$ are corrosive to aluminum, the material of most airplanes. It was agreed that this should be raised in a meeting with EPA management.

OTHER

It was recalled that the Registrar Accreditation Board (RAB) had been scheduled earlier to make a presentation to ELAB, but had been unable to do so. Interest was expressed in rescheduling this presentation in order to better understand NELAC's options for laboratory assessor training. Ms. Sandra Wroblewski agreed to contact RAB and to include information in the report of the Third Party Assessor workgroup's report.

OUTSTANDING ELAB RECOMMENDATIONS

It was noted that there remain three recommendations that have not received resolution by the NELAC Board of Directors; Ms. Jeanne Mourrain, NELAC Director, agreed to remind the NELAC Board of Directors of these outstanding agenda items. These issues are: conflict of interest, due process, and methods checklists.

NEXT MEETING

Following discussion, board members agreed to the following proposed agenda for the next meeting, re-scheduled for January 14, 1999 (8:30 am - 12:30 pm Eastern) at the Hyatt Regency Bethesda, Bethesda, Maryland:

- a. Small Laboratory Issues

- b. Performance Based Measurement Systems
- c. Third-party Assessor Workgroup update (including laboratory assessor training)
- d. Review of outstanding or open recommendations made previously to EMMC
- e. Review of NELAC standards, as proposed at NELAC IVi
- f. Field Measurement Issues
- g. Open Forum Issues
- h. Other

ACTION ITEMS
Environmental Laboratory Advisory Board (ELAB) Meeting
December 10, 1998

Item No.	Action Item	Date to be Completed
1.	Dr. Hershey will request the Small Laboratory workgroup to tabulate and address all issues in the comments they have received.	12/25/98
2.	Dr. Hershey will send letter to all relevant NELAC Committee Chairs conveying small laboratory report issues specific to the NELAC chapters prior to NELAC IVi.	1/8/99
3.	Mr. Parr will finalize the PBMS workgroup report for presentation to ELAB at its next meeting.	1/5/99
4.	Ms. Trovato will schedule a meeting with EPA management to discuss the PBMS report and the DOT sample pH issue.	12/98
5.	Ms. Sandra Wroblewski agreed to contact RAB and to include information in the report of the Third Party Assessor subcommittee's report.	12/98
6.	Dr. Hershey and Mr. Parr will meet with EPA management on PBMS.	1/99
7.	Ms. Jeanne Mourrain, NELAC Director, agreed to remind the NELAC Board of the outstanding ELAB recommendations.	12/17/98

PARTICIPANTS
Environmental Laboratory Advisory Board (ELAB) Meeting
December 10, 1998

Name	Representing	Contact Information
Dr. J. Wilson Hershey, Co-Chair	ACIL	T: 717/656-2300 F: 717/656-0450 E: jwhershey@lancasterlabs.com
Ms. Ramona Trovato, Co-Chair	US EPA	T: 202/260-7778 F: 202/260-4103 E: trovato.ramona@epamail.epa.gov
Ms. Elizabeth Dutrow Designated Federal Officer	US EPA	T: 202/564-9061 F: 202/565-2441 E: dutrow.elizabeth@epamail.epa.gov
Ms. Janet Hall	Engineering Firms	T: 770/989-4200 F: 770/989-4462 E: janet_hall@iint.com
Dr. Kathy J. Dien Hillig	Chemical Manufacturer's Association	T: 313/246-6334 F: 313/246-5226 E: hilligk@basf.com
Dr. William G.Kavanagh (absent)	A2LA	T: 410/671-6756 F: 410/671-6720 E: william.g.kavanagh@cpmx.saic.com
Dr. Gary Kramer (absent)	Small Laboratories	T: 505/881-0243 F: 505/881-7738 E: kramerga@flash.net
Mr. Jerry Parr Chair, ELAB PBMS Subcommittee	Global Institute of Environmental Sciences	T: 303/670-7823 F: 303/670-2964 E: catalyst@eazy.net
Ms. Patricia O. Pomerleau	Society for Quality Assurance	T: 919/558-1341 F: 919/558-1300 E: pomerleau@ciit.org
Dr. Michael J. Smolen (absent)	World Wildlife Federation, public interest group	T: 202/861-8354 F: 202/530-0743 E: smolen@wwfus.org
Dr. Evelyn Torres (absent)	Local Government	T: 703/404-5049 F: 703/404-5076 E: etorre@fcwa.fairfax.va.us
Dr. Allen Verstuyft	American Petroleum Institute	T: 510/242-1792 F: 510/242-5320 E: awve@chevron.com
Dr. Frieda White (absent)	Navajo Tribal Utility Authority	T: 520/729-5721 F: 520/729-2135 E: frieda_white@epamail.epa.gov
Ms. Sandra Wroblewski	AIHA	T: 847/320-2487 F: 847/320-4331 E: swroblew@kermperinsurance.com

Name	Representing	Contact Information
Gene Tatsch (Contractor Support)	Research Triangle Institute	T: 919/541-6930 F: 828/628-0659 E: cet@rti.org
Fred Siegelman	US EPA	T: 202/564-5173
Kathy Vidito	WEF	T: 703/684-2482
Lynn Bradley	APHL	T: 202/822-5227, x207
Veronica Rath	AIHA	T: 703/264-9552
Paul Mills	DynCorp	T: 703/264-9560
Cynthia Grant	DynCorp	T: 703/264-9552
Alfred Mayo	DynCorp	T: 703/264-9550
Cliff Glowacki	Ashland Chemical	T: 614/790-3482
Jeanne Mourrain	US EPA	T: 919/541-1120
Llew Williams	US EPA	T: 702/798-2138
Dan Firth	Eastman Chemical	T: 423/229-1397
Larry LaFleur	NCASI	T: 541/752-8801
Bart Simmons	CA EPA	T: 510/540-3112
Tom McAninch	Eastman Chemical	T: 903/237-5473

FINAL AGENDA

Environmental Laboratory Advisory Board (ELAB) Meeting

December 10, 1998

2:00 pm - 5:00 pm

**US EPA
Room 911, West Tower
401 M Street, SW
Washington, DC**

2:00 pm - 2:10 pm	Review of Federal Advisory Committee Meeting Rule	Elizabeth Dutrow,
2:10 pm - 2:20 pm	Review of Meeting Agenda; Introduction of Issues	Wilson Hershey ELAB Co-Chair Ramona Trovato, ELAB Co-Chair
2:20 pm - 2:50 pm	Update on Progress of Small Laboratory Issues Workgroup	Evelyn Torres, Wilson Hershey
2:50 pm - 3:00 pm	Planning of Agenda for ELAB Meeting at NELAC IVi, January 14, 1999	Wilson Hershey
3:00 pm - 3:30 pm	Field Measurement Issues	Bart Simmons
3:30 pm - 4:30 pm	Update on Progress of ELAB PBMS Workgroup	Jerry Parr
4:30 pm - 4:45 pm	Review of Action Items	Wilson Hershey, Ramona Trovato
4:45 pm	Adjourn	